

DANE
DANE CO HSD
1202 ABERG AVE
MADISON, WI 53714



**State of
Wisconsin**

Provider #
1800039621/001

Child Care Coordinator:
Contact your Child Care Liaison.

Date: 06/19/2012

000012
NADINES GROUP CENTER
MAIN
MADISON, WI 45454

Child Care Payment Adjustment Notice of Decision

This is to notify you that the following payment adjustment(s) will be made.

Positive Adjustments

Positive adjustments listed below are reflected on your current payment.

Child's Name / Date of Birth	Case Number	Attendance Begin Date	Adj Amount	Adjustment Reason
NELLY NELSON 01/01/2011	0700536001	04/15/2012	\$ 215.65	Provider entered wrong hours of attendance.
GEORGE NELSON 01/01/2007	0700536001	04/15/2012	\$ 52.73	Provider entered wrong hours of attendance.

Negative Payment Adjustment Summary

Previous negative adjustment balance as of 06/10/2012: - \$ 412.79

New negative adjustments: - \$ 0.00

New YoungStar retroactive adjustments: - \$ 0.00

Amount recovered on 06/19/2012: + \$ 162.09

Amount reversed during 06/10/2012 to 06/16/2012: - \$ 0.00

Remaining Balance: - \$ 250.70

Note: Negative adjustments will reduce future payments by up to 50% of the total payment per issuance until the overpayment has been collected.

CHILD CARE PROVIDER RESPONSIBILITIES

You are responsible for adhering to the rules and requirements that are listed on the Child Care Attendance Report Form as well as the attendance screen in the Child Care Provider Information (CCPI) system. You must adhere to these rules in order to avoid an overpayment or possible fraud investigation. These rules include, but are not limited to:

- You must report the **actual** hours of attendance for each authorized child in care, even if the authorization type is enrollment.
- You must notify the local child care agency immediately upon becoming aware that a child will no longer be attending your child care center/home.
- You are not allowed to care for more children than the regulation rules allow. This includes private pay and subsidized children. This will result in an overpayment.
- You must be certified or licensed in order to receive payment from Wisconsin Shares child care subsidy program.

CHILD CARE PROVIDER OVERPAYMENTS, RECOUPMENT AND COLLECTIONS

- If an overpayment is caused as a result of not reporting attendance accurately, not notifying the local child care agency immediately when a child is no longer attending, the day care center/home no longer being certified or licensed, or caring for more children than your license or certification allows, you will have to repay the overpayment.
- Overpayments are deducted from your future issuances, up to 50% of each issuance, until the overpayment is paid in full. If no future issuance will be made, you must make arrangements to pay the overpayment.
- Failure to make payments may result in further collection actions including, but not limited to the following:
 - Referral to a credit bureau or collection agency
 - Referral to the Wisconsin Department of Revenue for tax intercept
 - Issuance of a warrant, resulting in a money judgment/ lien on property
 - Issuance of a levy, for collection from your wages and/or bank accounts

CHILD CARE PROVIDER OVERPAYMENT APPEAL RIGHTS

You should first attempt to resolve disagreements regarding payment and overpayment issues with the local agency. If the issue has not been resolved to your satisfaction, you may request a fair hearing through the Division of Hearings and Appeals (DHA). You are limited to requesting a fair hearing on the following:

- Determination of an overpayment
- Determination of the amount of an overpayment

You may make only one request for appeal on the basis of an overpayment claim. Any subsequent appeals must be limited to questions of your having made prior payment of the debt or whether your identity has been mistaken.

The written request for the fair hearing must be received by DHA by 07/19/2012. The request for the fair hearing must be made by you or by someone with legal authority to act on your behalf. The written request must be mailed to: Division of Hearings and Appeals, PO Box 7875, Madison WI 53707-7875.

You may represent yourself or be represented at a hearing or conference by an attorney, friend, relative, or anyone else you choose. We cannot pay for your attorney; however, free legal services may be available. If you fail to appear, or your representative fails to appear at the hearing without good cause, your appeal is considered abandoned and will be dismissed.